|  |  |
| --- | --- |
| VDHlogo.gif  <http://vdhweb/Procurement/Forms.htm> | James Madison Building  109 Governor Street  Richmond, VA 23219 |

**Agreement for Pre-Tax Parking Fee Program Form**

|  |  |  |
| --- | --- | --- |
| **Employee Information (please print):** | | |
| **First Name:** | **MI:** | **Last Name:** |
| **Employee/Payroll ID Number:** | | |
|  | | |
|  | | |
| **Deduction will reflect paycheck dated:** | | |
| **Employment Status:** | | |

I understand that as of the date above, my semi-monthly taxable income will be reduced by half the current monthly parking rate. I also understand that the amount will change if there is a change in the DGS published parking fee rate. This agreement is legally binding and may not be terminated until I complete another Agreement for the Pre-Tax Parking Fee Program Form or my employment is terminated.

|  |  |
| --- | --- |
| **Employee Signature:** | **Date:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **For OPGS and OCME use only:** | | | |
| Lot Number: | | Permit Number: | |
| Date Permit Issued/Returned: | | Date Form Submitted to Payroll: | |
| **Location: (Circle One)** | | | |
| Central Office | Richmond City | | OCME |